

Affidavit for Permit Authorization

This affidavit certifies that the party listed is not subject to licensure or certification as a contractor or subcontractor pursuant to this chapter. This affidavit must be notarized and submitted along with the permit application. Copies of signed affidavits are unacceptable.

Project Address : _____

I _____, owner/tenant of the property listed above, wish to obtain permits for the construction, or installation work to be performed at the above listed property. I understand that the permits obtained pursuant to this affidavit will be issued in my name and that I am acting as the contractor for this project. I accept responsibility for the work performed and affirm that I am familiar with the prerequisites of Section 54.1-1101 of the Code of Virginia and I am not subject to licensure as a contractor or subcontractor.

_____, Owner/Tenant Phone # _____

Address : _____,

City, State: _____, Zip _____.

_____ has appeared before me in

the city, or county of _____, VA

on the _____ day of _____, 20_____, in the presence of

the undersigned notary.

_____, Notary Public

My commission expires the _____ day of _____.

NOTE TO PROPERTY OWNERS:

If you made arrangements with a contractor to do this work, the city of Williamsburg strongly suggests that the contractor be the party to secure the necessary permit(s). When contractors obtain a permit in their name, they indicate their responsibility for this work. When you sign this affidavit and obtain the permit(s) in your name for work performed by the contractor, enforcement actions against the contractor for code violations become difficult. When the contractor applies for the permit(s), the City will verify that the contractor is properly licensed by the state and local laws. Unwillingness by the contractor to obtain the necessary permit(s) may be an indication that the contractor is not properly licensed. If you have any questions regarding this matter, please contact the Codes Compliance office at (757) 220-6136 prior to signing this form.